

# **PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING**

## **MINUTES**

**25 OCTOBER 2011 @ 6:00 p.m.**

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**PRESENT:** Karen Lafantaisie, Sarah Laverdure, Ilene Lemke, Karen Roosen, Theresa Sabourin, Sherry Soltysiak

1. Welcome and Introductions – Karen welcomed the members of the Committee.
2. Adoption of Agenda – Motion to approve the agenda made by Sherry, seconded by Ilene. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of Minutes of 28 June 2011 - Motion to approve the minutes of 28 June 2011 as circulated made by Sherry, seconded by Theresa. Motion carried.
5. Old Business:
  - a. Moncion Letter – Theresa drafted a letter and provided to the Committee for feedback. The Committee reviewed the letter and provided input. Karen R. will arrange mailing the letter.
6. New Business:
  - a. Update on Site Visits – Karen L. and Theresa provided the results of their site visits at the Petawawa Point and Centennial Park. Karen L. made accessibility suggestions for the Petawawa Point including accessible parking, wider paths, improved signage, and accessibility improvements on the playground and in the change rooms. Theresa made accessibility suggestions for Centennial Park including improved signage, accessible parking, more park benches for rest areas along paths, and accessibility improvements on the playground and in the bathrooms. The Committee will incorporate these audits into the Barrier Report.
  - b. Built Environment Standard – Sarah advised that she will be participating in a webinar in November that will include an update of the accessibility standards.
  - c. Fall Showcase – Ilene reported on Showcase. She suggested providing accessibility handouts at the Town booth that could be distributed to the public. Karen R. suggested that the Committee try to attend events such as Showcase and the Seniors Games.
  - d. Funding Opportunities – Karen R. discussed the Enabling Accessibility Funding program. In 2011, the Civic Centre received funding under this program.

- e. Training & Development – Theresa suggested coordinating a training and development session for the Committee and senior staff to discuss accessibility issues. Theresa will draft the request to the CAO/Clerk for his consideration.
- f. Website – Sarah advised that the webpage has been updated to reflect the new membership and minutes. She will be making additional changes over the next month.
- g. Logo – The Committee authorized Sarah to begin the process of having a logo created for the Committee. Design options will be brought forward as soon as possible.

## 7. Member Input

Theresa – Theresa suggested that Committee members take on specific responsibilities within the work plan, such as marketing and event liaison. Members will identify what their interests are at the next meeting.

Sherry – Sherry suggested that the Committee begin to solicit input from the community about accessibility issues. She suggested using the newspaper to encourage people to contact the Committee with their concerns.

- 8. The date for the next meeting is 8 November 2011 at 6:00 p.m. The December meeting was scheduled for 13 December 2011 at 6:00 p.m.
- 9. The meeting adjourned at 7:33 p.m.